



City of Nashua

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October 17, 2012

SUBJECT: REQUEST FOR PROPOSALS

**RFP0256-110712
Public Safety Radio Communications Consulting Services
Addendum #3**

Addendum #3 is being issued to answer all vendor questions that were received by the pre-established deadline of October 10th.

The questions and answers may be found on pages 2 - 8 of this document.

Information included in this document becomes a part of the original Request for Proposals.

Please sign below to indicate receipt of this additional information and **include this page with your submittal.**

All other aspects of the original document remain the same.

Respectfully,

Mary Sanchez, CPPB
Mary Sanchez, CPPB
Purchasing Agent II
City of Nashua

Addendum #3 was received and incorporated into our submittal for RFP0256-110712.

Please sign and include this addendum in your submittal package.

(Authorized Signature)

(Date)

The following is a list of questions submitted by vendors **RFP0256-110712 Addendum #3:**

Questions submitted by Federal Engineering Inc.:

1) Question:

On page 10, Phase 2- Detailed Design, it states that one of the results of this task is to prepare a detailed equipment specification document. The details of equipment specifications are unique by radio vendor and vary by vendor. Can you clarify what level of detail is desired for "equipment specifications"? Page 12 does not list equipment specification in the deliverables and in most cases only performance and functional specifications are necessary for a competitive radio vendor RFP in order not to favor one vendor's equipment over another.

Answer:

- *As it states at the end of that same section, "Broadly speaking the end result is detailed functional, equipment, and performance specification document that encompasses the requirements for product and service necessary to meet the recommendations developed in Phase 1, and the budget and timeline approved."*

2) Question:

On page 10, Phase 2- Detailed Design, it refers to the CAD/RMS interface. What CAD and RMS are currently used by the Cities?

Answer:

- *The Cities of Nashua and Manchester currently don't interface CAD/RMS software into the radio system. Neither city anticipates an interface to this software unless there is a recommendation and agreement from either City after Phase 1.*

3) Question:

In reference to page 9, Phase 1- Infrastructure & Needs Assessment, Feasibility Analysis Preliminary Design, how up to date and what is the level of detail for the existing radio system and performance data that the cities will make available to the consultant?

Answer:

- *The requirement "Assess the current infrastructures, identify needs, analyze and report on feasibility of one or more future solutions that meet interoperability needs." The Cities expect that the vendor will conduct the assessment through its own observations during an on site physical inspection of the systems.*
- *The City of Nashua has an abundance of information relating to the current radio communications system design.*
- *The City of Manchester may have the availability of a coverage map.*

4) Question:

What weighing factors and evaluation criteria will the Cities be using to evaluate the proposals?

Answer:

- *The review Committee has not committed on the evaluation criteria at this time*

5) Question:

Does the City consider it a conflict of interest if a consulting firm is affiliated in any manner with any public addressing system or communications equipment manufacturer, software provider, component or materials supplier, telephone company, interconnect dealer, dominant alternative carrier or value added carrier or if the firm receives remuneration of any kind for recommending such products for services? Are such firms precluded from bidding on this project?

Answer:

- *The Cities will need to weigh-in on the affiliation to determine if there is a conflict. No vendors or direct agents of radio communications companies that may eventually bid on the actual Radio Project are allowed to bid as a consultant. The Cities are looking for an independent review and independent recommendations. If it is determined that the selected consultant may be receiving personal or financial gain by recommending one specific vendor, that may be grounds for termination and null and void the contract.*

6) Question:

What is the consulting budget for this project and has the project been funded?

Answer:

- *As stated in the prebid meeting, neither City will release the consulting budget for this project. Releasing budget figures has no bearing on this RFP. The actual Radio Project has not been funded.*

7) Question:

Is there any other information, reports and/or previous studies that the City has and can make available relative to the planned project that would assist in the Consultant's ability to provide a responsive proposal?

Answer:

- *The Cities have had no previous studies available relative to the planned project.*

Questions submitted by Televate:

1) Question

Is it a mandatory requirement for bidders to have a reference within the New England Region?

APPENDIX A – BIDDER PROFILE QUESTIONNAIRE, page 2, References section, "List at least three similar municipal government clients and projects as a reference, at least one of which is located in the New England region. Provide contact info for each including primary contact."

Answer:

- *Yes this is a preferred requirement. Please provide contacts for several if possible*

2) Question:

In reference to Page 4, Paragraph 1, "No Conflict", does the Certificate of Acknowledgement provided on page 5 satisfy the City's requirement for a statement of compliance within the proposal or do we need to include the requested statement in addition to the Certificate of Acknowledgement? If the statement is required where should it be located within our proposal?

Answer:

- *Yes the Certificate of Acknowledgement on Page 5 should cover the "NO CONFLICT"*

3) Question:

In reference to Page 4, Paragraph 2, Compliance with the Law, does the Certificate of Acknowledgement provided on page 5 satisfy the City's requirement for a statement of compliance within the proposal or do we need to include the requested statement in addition to the Certificate of Acknowledgement? If the statement is required where should it be located within our proposal?

Answer:

- *No, the Certificate of Acknowledgement does not address the requirement. A statement should be included in the cover letter of the response indicating that the bidder has read and understands all conditions outlined in the RFP.*

4) Question:

In reference to Page 8, Section titled "Phases and Tasks", Phase 1, Bullet six "Interview agency user representatives and identify", how many agency representatives need to be interviewed?

Answer:

- *It will be up to the winning bidder to determine how many agency representatives will need to be interviewed to accomplish the tasks specified in this proposal.*

5) Question:

In reference to Page 10, Section titled "Phase 2- Detailed Design", Bullets 9-13, do the site development requirements include tower structure analysis and reinforcement requirements if applicable?

Answer

- *Until phase one is complete it is unknown whether these analysis will need to be performed. It is anticipated that these analysis would be performed through the actual radio system bid.*

6) Question:

The requirement for an analysis followed by detailed specifications for grounding and surge protection systems, primary and emergency power systems could make this project costly. Please confirm if proposers are to provide a detailed scope and pricing for this task?

Answer:

- *Until phase one is complete it is unknown whether these detailed specifications will need to be performed. It is anticipated that these analysis would be performed through the actual radio system bid.*

7) Question:

If proposers are required to provide pricing for the two above mentioned items can they be priced as optional?

Answer:

- *Not applicable, although if you would like to provide this as optional pricing, you may.*

8) Question:

In reference to Page 13, Section titled "Experience Prerequisites", Bullet 1, can you clarify what certifications are acceptable to fulfill the experience requisites? Will training from vendors be acceptable? Will participation in vendor-led seminars be acceptable?

Answer:

- *Each bidder should submit what they feel are certifications that may fulfill this requirement. The City will review these and determine if they qualify.*

9) Question:

In reference to Page 13, Section titled "Experience Prerequisites", Bullet 5, in order to accurately price this request can you clarify the scope of the 24x7 support required?

Answer:

- *Depending on the Phase that the project is in will determine whether there is a need for 24/7 support. It is not anticipated that this would be necessary for Phase One or Two, although it may be necessary in phase three or four. The purpose of this support would be for assistance in the implementation phase. The Cities would require that we would have support 24/7 during this phase if necessary. This support could be through the employee assigned to the project.*

10) Question:

In reference to Page 6, Current Infrastructures, the City of Nashua lists Motorola Smart Zone 3.0, is the current network controller a MTC-3600?

Answer:

- *The current controller in the Nashua system is the 6809 Controller*

11) Question:

General questions regarding coverage and interoperability:

How is interoperability, if any, currently maintained between the two Cities? Patches, gateway?

Answer:

- *Both Nashua and Manchester accomplish this through each municipalities radios being assigned to each other and through the VHF Radio gateways in each community.*

12) Question:

How is interoperability, if any, currently maintained with the neighboring communities operating on VHF? Patches, gateway?

Answer:

- *Both Manchester and Nashua have VHF Gateways in place for when the communities respond to Nashua and Manchester for Mutual AID. When Nashua and Manchester responds to surrounding communities, there are VHF mobile and portable radios installed or assigned to individuals, cruisers, and apparatus.*

13) Question:

Is there a desire to provide some level of 800MHz service/coverage to the corridor between the two cities?

Answer:

- *Not at this time*

14) Question:

Are there scenarios that would require the cities to provide mutual aid response outside of both their jurisdictions i.e., both Manchester and Nashua public safety entities responding to an incident in Merrimack?

Answer:

- *Yes*

15) Question:

Has the RFP committee determined a weighted set of evaluation criteria to evaluate proposals? If so will this be published?

Answer:

- *The review Committee has not committed on the evaluation criteria at this time.*

Questions submitted by Intertech Associates:

1) Question:

In reference to Page 7, High Level Objectives, Bullet 6, what specifically are the Cities looking for the consultant to provide as part of the objective?

Answer:

- *The Cities will need to obtain funding through various sources to complete this project. The selected vendor would be asked to work with the Cities and assist us in creating a business case to be able to obtain this funding.*

2) Question:

In reference to Page 3, Bullet 3, how are the existing radio sites connected in each City (fiber, microwave, leased services, etc.)?

Answer:

- *Manchester has a single site and a back up site that is connected to Dispatch with Fiber*
- *Nashua's RF Sites are connected with Microwave and Dispatch sites are connected with fiber.*

3) Question:

In reference to Page 9, Bullet 7, the 10th sub-bullet, what task is the consultant to perform in response to the bullet "recording"? Does this refer to identifying conceptual design requirements for any necessary recording system upgrades?

Answer:

- *Yes it refers to Recording Systems*

4) Question:

In reference to Page 10, Phase 2- Detailed Design, Bullet 4, what is meant by "legacy equipment interface"? Do the Cities have conventional legacy equipment in addition to the 800MHz systems described in the RFP, or does this refer to interface with the conventional VHF systems used by neighboring communities?

Answer:

- *Legacy Equipment interface is referring to the Connection Pathways, i.e. fiber, converters, multiplexers, microwave.*
- *Yes both Cities also have conventional legacy equipment including 800 MHz and VHF radio systems.*

5) Question:

In reference to Page 10, Phase 2- Detailed Design, is the detailed design to also include non-radio related equipment upgrades in the existing dispatch centers? Can you clarify the inclusion of logging recorder upgrades, CAD/RMS, 911 components, etc. in the detailed equipment specification document?

Answer:

- *The only known non radio equipment that may be required to be replaced are logging recorders.*

6) Question:

In reference to Page 10, Phase 2- Detailed Design, the RFP document defines Phase 2 as the development of detailed functional and performance specifications, and formal presentation of the design occurs until after submittal of the Phase 2 deliverable (specifications). The pre-bid discussion implied that the output of Phases 1 and 2 was analysis, conceptual design, and detailed design to a point that the Cities could approve the design intent and initiate project funding, after which detailed performance specifications for bid would be prepared during Phase 3. Can you clarify the intent and deliverables expected from Phase 2?

Answer:

- *As it states at the end of that same section, "Broadly speaking the end result is detailed functional, equipment, and performance specification document that encompasses the requirements for product and service necessary to meet the recommendations developed in Phase 1, and the budget and timeline approved."*

7) Question:

Can you clarify whether both Phases 1 and 2 are to be completed within 1.5 months of issuance of a purchase order or where there is to be a period of 1.5 months after completion of Phase 1 for the cities to review/authorize the consultant to proceed into Phase 2? When will the schedule for Phase 2 be determined after Phase 1?

Answer:

- *As stated at the prebid meeting we expect this to be fast paced. The Cities cannot wait months to have this project completed for a variety of reasons. The Cities will negotiate the timeline of this project when the prior to a contract being awarded. The respondents should include whether or not they anticipate being able to complete this project in the time allotted and if not, how long do they anticipate this project to take,*

8) Question:

In reference to Page 13, Proposed Timeline, is the grant funding requirements driving the 2/13/13 and 3/6/13 dates? Is the consultant still expected to meet these dates with the contract expected to be awarded after the first of the year?

Answer:

- *As stated at the prebid meeting we expect this to be fast paced. The Cities cannot wait months to have this project completed for a variety of reasons. The Cities will negotiate the timeline of this project when the prior to a contract being awarded. The respondents should include whether or not they anticipate being able to complete this project in the time allotted and if not, how long do the anticipate this project to take,*

9) Question:

In reference to Page 13, Experience Prerequisites, are equipment vendors eligible to respond to this RFP or are the Cities looking for an independent (non-vendor affiliated) public safety consultant?

Answer:

- *No vendors or direct agents of radio communications companies that may eventually bid on the actual Radio Project are allowed to bid as a consultant. The Cities are looking for an independent review and independent recommendations. If it is determined that the selected consultant may be receiving personal or financial gain by recommending one specific vendor, that may be grounds for termination and null and void the contract.*

10) Question:

In reference to Page 14, Proposed Project Cost, and Page 11, Phase 3- RFP Development, Vendor Selection and Procurement, Bullet 2, should the price proposal for Phase 3 include the cost of preparing frequency application materials (i.e., coordination forms, FCC 601 forms, FAA forms, etc.)?

Answer:

- *Both Cities will handle all FCC and FAA applications if necessary*

Mission Critical Partners

1) Question:

Mission Critical Partners requested a waiver of the Insurance Requirements on Page 3 of 15, Instructions to Bidders, Insurance Requirements, paragraph 2, states "The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer and who is licensed by the State of New Hampshire.

Answer:

- *The request for waiver has been denied*

Macro Corporation

1) Question:

Page 8 - review of radio equipment inventories; please confirm that previously compiled, up-to-date inventories will be provided to the consultant for review.

Answer:

- *The City of Manchester will confirm its inventory. The City of Nashua has inventory on mobile and portable radios. Nashua also has an inventory on critical infrastructure parts that spares that are at end of life.*

2) **Question:**

Re: page 8 – Interview agency user representatives; what are the approximate numbers of agencies and agency users to be interviewed?

Answer:

- *It will be up to the winning bidder to determine how many agency representatives will need to be interviewed to accomplish the tasks specified in this proposal.*
- *The City of Manchester has 6 City Departments that operate on their radio system they will contact a rep for each department if interview is warranted. The City of Nashua has 8 City Departments that operate on their system. It is anticipated that 4 agencies may need to be interviewed. If there is a necessity, the additional departments can be interviewed.*

3) **Question:**

Page 13 – Experience Prerequisites (Certified Engineers) – Would offering degreed electrical engineers with specialized FCC, propagation design experience, and successful public safety system design track record, but no specific vendor/product certifications meet this requirement?

Answer:

- *Each bidder should submit what they feel are certifications that may fulfill this requirement. The City will review these and determine if they qualify.*